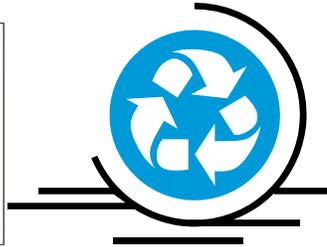


**APD Personal Property Alert**  
**Federal License Plate Destruction/Recycling by UNICOR**



**BACKGROUND**

Federal agencies use a new style license plate for all vehicles/trailers that routinely travel on public roads. Agencies acquire license plates through UNICOR and must register vehicles and trailers in the Federal Motor Vehicle System (FMVRS). UNICOR is responsible for destroying/recycling used license plates and certifying destruction in FMVRS.

**POLICY**

Regulations prohibit Agencies from storing used/old license plates. Agency personnel will use UNICOR to destroy/recycle all used tags, **at no cost to the REE**. UNICOR pays shipping costs. This process includes old style plates and new style plates from vehicles no longer in service. Agency officials will complete the “Federal Motor Vehicle License Plate Return Form” and return plates with the form to UNICOR via UNICOR’s UPS Account, (account number **A5678T**). Return tags to:

**UNICOR**  
**14601 Burbridge Road, SE**  
**Cumberland, MD. 21502**  
**Attn: Tag Recycling**

UNICOR will verify information, report discrepancies to the point of contact, destroy/recycle the license plates, return the form to the agency point of contact, and log the plates in FMVRS as “Destroyed” (DS).

**CONTACT**

Direct questions to the AFM, Acquisition and Property Division(APD), Property and Support Services Branch, 301-504-1020, or to Cheryl Brumback on 301-504-1096,  
[Cheryl.Brumback@ars.usda.gov](mailto:Cheryl.Brumback@ars.usda.gov)

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**Enclosure**

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